

## PRACTICAL EXPERIENCE PROGRAM FOR PHARMACY PRECEPTORS AND INTERNS

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### INTRODUCTION:

The goal of the Pharmacy Internship Program in the State of Delaware is to insure that every Pharmacy Intern obtains the practical experience necessary to enable him or her to effectively practice pharmacy.

State law requires that the intern complete not less than 1500 hours of Board approved practical experience under the supervision of an approved preceptor. Experience in compounding and dispensing prescriptions must be performed under the direction of a licensed pharmacist. The recording of internship time shall begin after the intern's entry into the first professional year of course work in an accredited college of pharmacy. A foreign pharmacy graduate must produce evidence that he/she has passed an equivalency examination approved by the Board and Intern hours may only be accumulated after that certification takes place. Certification by the National Association of Boards of Pharmacy Foundation (NABP) Foreign Pharmacy Graduate Examination Committee (FPGEC) meets the equivalency examination requirements.

### REQUIREMENTS:

Fifteen hundred actual hours of practical experience are required to be eligible for licensure. i.e. 1000 hours earned in a structured program will be credited as 1000 hours. An additional 500 hours would be needed to complete the requirements.

In order to obtain credit for hours acquired in another State:

- (a) The preceptor must be acceptable to the Board in that State.
- (b) The preceptor must complete the Board's Affidavit of Extern/Intern Experience.
- (c) The applicant must register as an intern with the Delaware State Board of Pharmacy.

Persons who wish to obtain internship credit in the State of Delaware must register as interns prior to beginning employment. The Board will only grant credit for hours obtained after registration as an intern.

Persons who register as interns in the State of Delaware shall, in accordance with the requirements of 24 DEL. C. §2515, complete not less than 1500 hours of Board approved practical experience under the supervision of a licensed pharmacist. The total 1500 hours of internship may be acquired in the community or hospital settings. A minimum of 1000 hours shall be obtained in the community or hospital settings. The remaining 500 hours may be obtained in other recognized fields of practice, e.g.: Industrial Pharmacist, Drug Information Pharmacist, Military Pharmacist, Mail Order Pharmacist, HMO Pharmacist, Consultant Pharmacist (Nursing Home, Infusion, Medicaid DUR, Etc.), Home Health Care Pharmacist (may include Durable Medical Equipment, etc.), Nuclear Pharmacist, Compliance Pharmacist, Government Pharmacist, Clinical Pharmacist, Contracted Pharmacy Services.

The hours accrued during the College of Pharmacy Practical Experience Program may be applied to the 1500 hours total. These hours shall be recorded on the College Practical Experience Affidavit supplied by the Board. Additional practical experience acquired in the State of Delaware must be submitted to the Board on the Affidavit of Intern Experience form provided by the Board of Pharmacy Office. Practical experience acquired in another State is acceptable if the State Board in which the applicant acquired the hours submits a letter of certification, or if the applicant's preceptor completes the Delaware State Board of Pharmacy's Affidavit of Intern Experience form. Applicants who have not completed all the practical experience requirements, but who have graduated from an accredited college or have been certified by the NABP Foreign Pharmacy Graduate Examination Committee are eligible to take the examination. However, applicants will not be fully licensed until all the requirements of the Statutes and Regulations are completed.

Applicants who have not completed all the practical experience requirements, but who have graduated from an accredited college or have been certified by the NABP Foreign Pharmacy Graduate Examination Committee are eligible to take the examination. However, the applicant will not be awarded a license to practice until he/she has completed the practical experience requirements.

The Pharmacy Preceptor must be willing and able to provide the extra time and effort to train the Intern in the practice setting. This responsibility includes the consistent supervision of all internship functions and the provision of experience opportunities which will insure the Intern's proficiency in the delivery of pharmaceutical services to the public.

The Pharmacy Intern is required to become competent in either areas of Community Pharmacy or Hospital Pharmacy. The Board desires its Interns to be competent in both areas but due to employment opportunities and the individual's desire for his or her sites of practice, it is not felt that both could be accomplished by every Intern. It is the intern's responsibility to seek Preceptors and practice sites which will, at a minimum, provide him or her with the experiences outlined in this Practical Experience Program.

In accordance with the practical experience requirements for Pharmacy Internship/Externship in the State of Delaware, this Program further defines specific responsibilities that both the Preceptor and the Intern must accept to insure a cohesive and positive learning experience. Upon completion of the internship period, the Preceptor shall assess the Intern's professional development and verify completed internship hours, utilizing the Affidavit of Extern/Intern Experience (copy attached.) The following outline of responsibilities is structured to assist the Preceptor and the Intern accomplish the program goal.

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NOTE: INTERN MUST NOTIFY THE BOARD OF PHARMACY WITHIN TEN DAYS AND IN WRITING OF CHANGE OF PRECEPTOR. (PHONE 302-739-4708)

## RESPONSIBILITIES OF THE PRECEPTOR

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- A. The Preceptor has the responsibility of providing the Intern with an explanation and demonstration of how pharmacy laws governing practice in the State of Delaware should be applied in the ambulatory and institutional distribution of pharmaceuticals, with regard to:
1. Prescription labeling requirements
  2. Prescription packaging
  3. Procedures to handle copies
  4. Procedures to handle telephone prescriptions
  5. Refill authorization and documentation
  6. Notations on prescriptions (i.e. prescription number, date, initials, etc.)
  7. Prescription filing to include controlled drugs.
  8. Patient profiles
  9. Drug substitution laws.
  10. Patient consultation.
- B. The Preceptor has the responsibility of supervising the Intern's application of these legal requirements, throughout the Internship period.
- C. The Preceptor has the responsibility of providing the Intern with an explanation and demonstration of how pharmacy laws governing the acquisition and distribution of Controlled Substances, are enforced in the Pharmacy, to include:
1. Procedures for Ordering Schedule II Drugs
    - a. order entry on DEA form
    - b. notations on form after order is received
    - c. storage of Schedule II drugs
    - d. retention of order copy
  2. Storage of Schedule III - IV drugs
  3. Return procedures for Schedule drugs
  4. Special labeling requirements for Schedule drug prescriptions
  5. Refill limitations
  6. Quantity limitations
  7. Distribution of exempt narcotics.
- D. The Preceptor has the responsibility of supervising the Intern's application of these legal requirements, throughout the Internship period.
- E. The Preceptor has the responsibility of supervising the Intern while he or she is in the process of:
1. Dispensing medications and reviewing patient profile.

2. Providing consultation to patients on the safe and effective utilization of prescribed medication.
3. Compounding sterile and non-sterile dosage forms.
4. Conducting patient interviews for patient profile information.
5. Providing consultation to patients on the selection and utilization of O.T.C.'s and patients' aids.

This responsibility includes the provision of any necessary explanation or demonstration which would enhance the Intern's competency in these areas.

- F. The Preceptor has the responsibility of supervising the Intern's communications with physicians, nurses, or other health care professionals, which directly relate to patient therapy and/or drug information.
- G. Preceptors in the hospital setting should additionally provide the Intern with an explanation and/or demonstration of the following:
1. Procedures for conducting a nursing station and/or patient care area inspection where medications are dispensed, administered, or stored.
  2. Procedures for ordering pharmaceuticals from wholesalers and manufacturers.
  3. Procedures to handle drug information inquiries.

## RESPONSIBILITIES OF THE INTERN

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- A. The Intern has the responsibility of thoroughly reading both Delaware Pharmacy Laws and Delaware Controlled Substances Act and Regulations and to seek any necessary interpretation from the Preceptor.
- B. The Intern has the responsibility of completing at least ONE Schedule II drug order under the Preceptor's supervision.
- C. The Intern has the responsibility of conducting at least ONE patient interview PER WEEK for the purpose of deriving patient information for permanent entry on the patient's drug therapy profile.
- D. The Intern has the responsibility of dispensing medications to patients, observing all applicable pharmacy laws and utilizing acquired knowledge to insure patient safety. This responsibility includes:
  - 1. Interpretation and any necessary verification of the drug order.
  - 2. Conducting a prospective drug review prior to dispensing.
  - 3. Drug product selection.
  - 4. Accurate and complete labeling.
  - 5. Appropriate packaging.
  - 6. Prescription notations and filing.
  - 7. Providing patient counseling on pertinent medication information.

The Intern should complete the dispensing process for a minimum of TEN prescriptions PER DAY under the immediate and personal supervision of a pharmacist.
- E. The Intern has the responsibility to accurately compound extemporaneous dosage forms, to include "C" sterile parenterals, using accepted technique, Good Manufacturing Practices (GMP's), and providing proper labeling and notations on the drug order form.

Responsibilities of the Intern  
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- \*F. The Intern has the responsibility of counseling  
\*\* patients on the proper administration and storage of a prescription medication, and providing precautionary information that will insure patient safety during therapy. The Intern should counsel a minimum of FIVE patients PER DAY.
- \*G. The Intern has the responsibility of counseling patients on the selection and use of over-the-counter medications and patient aids. This responsibility includes:
  - 1. Assessment of patient symptomology, medication history, and general health.
  - 2. Product selection.
  - 3. Communicating information that would insure the accurate and safe administration of such products.The Intern should perform this triage process with a minimum of ONE patient PER DAY.
- \*H. The Intern has the responsibility of accurately providing drug information to patients, physicians, and other providers of health care.
- I. The Intern has the responsibility of ordering pharmaceuticals from manufacturers and wholesalers.
- J. The Interns in hospital practice should additionally:
  - \*1. Conduct a nursing station and/or patient care area inspection where medications are dispensed, administered or stored.
  - 2. Attend at least ONE Pharmacy & Therapeutics Committee meeting.
  - \* Normally, the student does not have the education and experience to perform these activities until he/she has entered the second professional year.
  - \*\* Counseling of those persons responsible for the act of administration of medication is acceptable.